

BUREAU OF LABOR STATISTICS

READY FACTS

FAX-ON-DEMAND INSTRUCTIONS

(last updated 10/3/03)

BLS *Ready Facts* is a catalog of documents that highlights data of special interest and summarizes frequently requested statistics and technical information from across the various Bureau programs. Documents from *Ready Facts* are available around the clock via fax-on-demand. The catalog of documents, each with a corresponding code, is listed below.

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In addition to this fax-on-demand service,

fax-on-demand systems for the seven other regional offices have been developed. These regional systems contain all documents available through the national office service, as well as documents highlighting each region's States and metropolitan areas. The fax-on-demand phone numbers for the seven other regional systems are as follows:

Atlanta	(404) 331-3415
Boston	(617) 565-9167
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Many documents on the Mid-Atlantic information office catalog are available on the internet at: <http://www.bls.gov/ro3/home.htm>

Mid-Atlantic Information Office

READY FACTS CATALOG

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	CPI-U and CPI-W, all items, (November 1996 = 100)	
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9170	New York-Northern New Jersey-Long Island, NY-NJ-CT-PA, area	2
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	Data summaries: Local Area Unemployment Statistics (LAUS) -- Labor force data Current Employment Statistics (CES) -- total nonfarm payrolls by major industry division Current CES/LAUS: monthly data for the year to date and previous year and the previous annual average Historical CES: monthly data for total nonfarm and annual averages for major industries for the last 10 years, seasonally adjusted and not seasonally adjusted	
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9552	Historical CES, not seasonally adjusted	2
	DISTRICT OF COLUMBIA	
9510	Current CES/LAUS, seasonally adjusted	1
9511	Current CES/LAUS, not seasonally adjusted	1
9554	Historical CES, seasonally adjusted and not seasonally adjusted	2
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9556	Historical CES, not seasonally adjusted	2
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Code	Document	Number of pages
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	-- PITTSBURGH AREA	
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9568	Historical CES, not seasonally adjusted	2
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9570	Historical CES, seasonally adjusted and not seasonally adjusted	2
	-- NORFOLK-VIRGINIA BEACH-NEWPORT NEWS AREA	
9537	Current CES/LAUS, not seasonally adjusted	1
9572	Historical CES, not seasonally adjusted	2
	-- NORTHERN VIRGINIA AREA	
9538	Current CES/LAUS, not seasonally adjusted	1
9579	Historical CES, not seasonally adjusted	2
	-- RICHMOND AREA	
9539	Current CES/LAUS, not seasonally adjusted	1
9574	Historical CES, not seasonally adjusted	2
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9546	Current CES/LAUS, not seasonally adjusted	1
9576	Historical CES, seasonally adjusted and not seasonally adjusted	2

Code	Document	Number of pages
	Data summaries -- Continued: Local Area Unemployment Statistics (LAUS) -- Labor force data Current Employment Statistics (CES) -- total nonfarm payrolls by major industry division Current CES/LAUS: monthly data for the year to date and previous year and the previous annual average Historical CES: monthly data for total nonfarm and annual averages for major industries for the last 10 years, seasonally adjusted and not seasonally adjusted	
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9651	Boston, MA	1
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9653	Cleveland-Lorain-Elyria, OH	1
9654	Dallas, TX	1
9655	Denver, CO	1
9656	Detroit, MI	1
9657	Houston, TX	1
9658	Los Angeles-Long Beach, CA	1
9659	Minneapolis-St. Paul, MN	1
9660	Nassau-Suffolk, NY	1
9661	New York PMSA, NY	1
9662	Orange County, CA	1
9663	Phoenix-Mesa, AZ	1
9664	San Diego, CA	1
9665	San Francisco, CA	1
9666	Seattle-Bellevue-Everett, WA	1
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9668	Tampa-St. Petersburg-Clearwater, FL	1
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9598	CPS/LAUS Regional metropolitan area definitions	1
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Code	Document	Number of pages
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9613	Maryland	9
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9623	Maryland	10
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9714	Norfolk-Virginia Beach-Newport News, VA-NC, July 2002	7
9715	Philadelphia-Wilmington-Atlantic City, PA-NJ-DE-MD, December 2001	7
9732	Pittsburgh, PA, January 2002	10
9719	Reading, PA, January 2003	5
9733	Richmond-Petersburg, VA, September 2002	9
9710	Washington-Baltimore, DC-MD-VA-WV, April 2002	8
9864	York, PA, September 2002	5
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Code	Document	Number of pages
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	Johnstown, PA (July 2002)	
9780	Tables 1-1 through 3-2	10
9781	Tables 4-1 through 4-3	8
9782	Tables 5-1 through 5-3	3
9784	Tables 6-1 through 6-5	8
9783	Appendix A (Technical Note)	5
	Norfolk-Virginia Beach-Newport News, VA-NC (July 2002)	
9775	Tables 1-1 through 3-2	12
9776	Tables 4-1 through 4-3	11
9777	Tables 5-1 through 5-3	3
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9778	Appendix A (Technical Note)	5
	Philadelphia-Wilmington-Atlantic City, PA-NJ-DE-MD (December 2001)	
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9795	Tables 1-1 through 3-2	13
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9798	Appendix A (Technical Note)	5
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9904	State of New Jersey	9
9905	Commonwealth of Pennsylvania	11
9907	State of West Virginia	8
9910	Philadelphia area (includes Philadelphia City)	5
9912	Pittsburgh area	4
9914	Washington area (includes Washington-Baltimore CMSA and District of Columbia)	8
9916	Baltimore area (includes Washington-Baltimore CMSA and Baltimore City)	7
9922	Southeast	9
	CFOI technical information	
9918	CFOI explanatory note	1
9919	CFOI Regional metropolitan area definitions	1
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9925	Southeast	7

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Atlanta	(404) 331-3415	Kansas City	(816) 426-3152
Boston	(617) 565-9167	New York	(212) 337-2412
Chicago	(312) 353-1880	Philadelphia	(215) 597-4153
Dallas	(214) 767-9613	San Fran.	(415) 975-4567

BLS *READY FACTS* CATALOG

(Last Updated 12/23/2002)

Code	Document	Pages
1000	<i>READY FACTS</i> catalog and fax-on-demand instructions	8
	Hot Topics	
3500	Job Openings and Labor Turnover (text and technical note)	
1410	Worker Displacement, 1999-2001 (text and technical note)	4
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1440	Contingent and Alternative Employment Arrangements, February 2001 (tables)	11
1450	Employment Experience of Youths: Results From the First Three Years of a Longitudinal Survey	11
1460	Work at Home in 2001	12
1470	Computer and Internet Use at Work in 2001	12
1480	Volunteering in the U.S.	11
1510	Work Experience of the Population	6
1570	College Enrollment and Work Activity of 2001 High School Graduates	5
1580	Employment and Unemployment Among Youth	6
1590	Employment Situation Of Vietnam-Era Veterans, 2001	12
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1520	National press release schedules	3
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1540	Mailing list information	1
1550	Internet information	1
1560	BLS Update (Listing of current BLS publications)	7

Code	Document	Pages
	Consumer Price Index	
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	Consumer Price Index national press release	
2010	Text of press release	10
2015	CPI-U, U.S. city average, by expenditure category and commodity service group, unadjusted and seasonally adjusted, and CPI-U, all items, for selected areas (Tables 1-3)	5
2020	CPI-W, U.S. city average, by expenditure category and commodity service group, unadjusted and seasonally adjusted, and CPI-W, all items, for selected areas (Tables 4-6)	5
2025	Consumer Price Indexes (CPI-OW, Old Weight Consumer Price Index): U.S. city average, by expenditure category and commodity and service group	6
	CPI-U and CPI-W, all items, historical series	
2110	U.S. city average, 1982-84=100	2
2115	U.S. city average, 1967=100	2
2120	Northeast region, 1982-84=100	2
2125	South region, 1982-84=100	2
2130	Midwest region, 1982-84=100	2
2135	West region, 1982-84=100	2
2140	Medical care, 1982-84=100	2
	Metropolitan area CPI-U and CPI-W, 1982-84=100, historical series	
2210	Anchorage, AK--semi-annually	2
2215	Atlanta, GA—bimonthly *	2
2220	Baltimore, MD (Series ended Nov. 1997) **	2
2225	Boston-Brockton-Nashua, MA-NH-ME-CT—bimonthly	2
2230	Buffalo-Niagara Falls, NY (Series ended 1997) *	2
2235	Chicago-Gary-Lake County, IL-IN-WI--monthly	2
2240	Cincinnati-Hamilton, OH-KY-IN--semi-annually	2
2245	Cleveland-Akron-Lorain, OH--bimonthly	2
2250	Dallas-Ft. Worth, TX--bimonthly	2
2255	Denver-Boulder, CO--semi-annually	2
2260	Detroit-Ann Arbor, MI--bimonthly	2
2265	Honolulu, HI--semi-annually	2
2270	Houston-Galveston-Brazoria, TX--bimonthly	2
2275	Kansas City, MO-KS--semi-annually	2
2280	Los Angeles-Anaheim-Riverside--monthly	2
2285	Miami-Ft. Lauderdale, FL--bi-monthly *	2
2290	Milwaukee, WI--semi-annually	2
2295	Minneapolis-St. Paul, MN-WI--semi-annually	2
2300	New Orleans, LA—(Series ended 1997)	2
2305	New York-Northern NJ-Long Island, NY-NJ-CT-PA-monthly*	2
2310	Philadelphia-Wilmington-Trenton, PA-NJ-DE-MD—bimonthly*	2
2315	Pittsburgh-Beaver Valley, PA—semi-annually*	2
2320	Portland-Vancouver, OR-WA--semi-annually	2
2325	St. Louis-East St. Louis, MO-IL—semi-annually*	2
2330	San Diego, CA--semi-annually	2
2335	San Francisco-Oakland-San Jose, CA—bimonthly*	2
2340	Seattle-Tacoma, WA—bimonthly *	2
2345	Tampa-St. Petersburg-Clearwater, FL—semi-annually *	2
2350	Washington, DC-MD-VA (Series ended Nov. 1997) **	2
2355	Washington-Baltimore, DC-MD-VA-WV—bimonthly**	2

Code	Document	Pages
	CPI technical information	
2410	Regional press release information	1
2415	Department store inventory index (LIFO)	1
2440	CPI escalation article	2
2490	CPI explanatory note	2
	NOTE: * The reporting periods for these metropolitan areas have been changed. ** Baltimore, MD and Washington, DC-MD-VA will no longer be available, only the Combined CPI for Washington-Baltimore DC-MD-VA-WV will be available.	
	Producer Price Index	
	PPI most current data	
	Producer Price Index national press release	
2510	Text of press release	7
2515	PPIs and percent changes by stage of processing (Table 1); PPIs and percent changes for selected commodity groupings by stage of processing (Table 2)	3
2520	PPIs for selected commodity groupings (Table 3); PPIs for the net output of major industry groups (Table 4)	2
2525	PPIs by stage of processing, seasonally adjusted (Table 5)	1
	PPI technical information	
2620	PPI escalation article	8
2690	PPI explanatory note	2
	Consumer Expenditure Survey	
	CEX most current data	
2705	Consumer Expenditures—Summary	2
2710	Data by quintile of income before taxes (Table 1)	3
2715	Data by income before taxes (Table 2)	3
2720	Data by age of reference person (Table 3)	3
2725	Data by size of consumer unit (Table 4)	3
2730	Data by composition of consumer unit (Table 5)	3
2735	Data by number of earners (Table 6)	3
2740	Data by housing tenure, race, and type of area--urban or rural (Table 7)	3
2745	Data by region of residence (Table 8)	3
2750	Data by occupation of reference person (Table 9)	3
2760	Data by education of reference person (Table 10)	3
	CEX technical information	
2790	CEX explanatory note	1
	International Price Program	
	IPP Import and Export Price Indexes: Most current data	
2810	Text of press release	3
2815	IPP selected categories of goods, by locality of origin (Tables 1 and 2)	2
2820	IPP Indexes by SITC (Tables 3 and 4)	4
2825	IPP Indexes for services (Tables 8 , 9, 10, and 11)	2
2830	IPP Index for selected categories of goods (Tables 5, 6, and 7)	5
	IPP technical information	
2890	IPP explanatory note	2

Code	Document	Pages
	Employment	
	Employment Situation most current data	
	The Employment Situation national press release	
3010	Text of press release	4
3015	Household data on employment, unemployment, those not in the labor force and Multiple job holders (Tables A-1 through A-10)	8
3020	Industry payroll employment, average weekly hours, and average hourly and weekly Earnings (Tables B-1 through B-4)	5
3025	Index of aggregate weekly hours and diffusion indexes of employment change; Employment status of the civilian pop. by sex and age (Tables B-5 and B-6, Table C)	2
	Metropolitan Employment and Unemployment most current data	
	Metropolitan Area press release	
3030	Text of press release with technical note	5
3035	Labor force status by state and selected metropolitan areas (Table 1)	6
3040	Employees on Industry in States and selected areas (Table 2)	6
3045	Chart: Unemployment rates for metropolitan areas, not seasonally adjusted, current month	1
	Regional and State Area Employment most current data	
	Regional and State Area press release	
3050	Text of press release; civilian labor force and unemployment by Census regions and divisions, seasonally and not seasonally adjusted (Tables 1 & 2); Civilian labor force and unemployment by state and selected areas, seasonally and not seasonally adjusted (Tables 3 and 4).	5
3055	Employees in industry by state and selected industry divisions, seasonally and not seasonally adjusted (Tables 5 and 6); unemployment rates and percent change in industry employment by State, seasonally adjusted (Charts 1 & 2);	6
3065	Regional and State Unemployment annual averages press release - text and tables	4
	Mass Layoffs most current data	
	Mass Layoffs quarterly press release	
3070	Text of press release	5
3075	Mass layoff events, separations, and initial claimants for unemployment insurance by industry division, detailed manufacturing sector, and reason for separation (Tables 1-3)	3
3080	Mass layoff events, separations, and initial claimants for unemployment insurance by State and selected characteristics (Table 4)	1
	Mass Layoffs monthly press release	
3085	Text of press release, mass layoff events and initial claimants for unemployment insurance by State and industry (Tables 1-3)	7
	Employment historical series	
3110	Historical labor force statistics since 1968 (Table A-1 of Employment and Earnings)	1
3120	Historical industry payroll employment data since 1950 (Table B-1 of E&E)	1
3125	Average weekly hours, hourly and weekly earnings, indexes of aggregate weekly hours of production or non-supervisory workers by industry payroll, not seasonally and seasonally adjusted (Tables B-2 through B-5 of E&E)	7
3150	Industry payroll employment by State, seasonally adjusted, last 12 months (Table B-7 of E&E)	8
3130	Employment status for Census regions and divisions, last 12 months, seasonally adjusted (Table C-1 of E&E)	2
3140	State labor force statistics, seasonally adjusted (Table C-2 of E&E)	5
3145	State and area labor force statistics, not seasonally adjusted (Table C-3 of E&E)	6
	Employment Technical Information	
3060	Regional and State Area Employment and Unemployment technical note	2
3290	Employment series explanatory note	2
3295	Mass layoffs series explanatory note	1

Code	Document	Pages
	Annual Pay and Union Membership	
	Average Annual Pay by Metropolitan Areas most current data	
3210	Text of press release	3
3215	Average annual pay by Metropolitan Statistical Area (Table 1)	8
3220	Average annual pay by Consolidated Metro. Statistical Areas (Table 2)	1
	Average Annual Pay by State and Industry most current data	
3240	Text of press release, State average annual pay and percent change in pay, States ranked by average annual pay, and States ranked by growth in annual pay (Tables 1-3 and Chart 1-4)	10
3245	State and industry average annual pay and percent change in pay, Alabama through Nevada (alphabetically) (Table 4)	10
3250	State and industry average annual pay and percent change in pay, New Hampshire through Wyoming (alphabetically) (Table 4)-	10
	Average Annual Pay & Employment for Large Counties most current data	
3410	Text of press release and technical note (Charts 1 & 2)	5
3415	Employment & average annual pay and percent change in pay (Table 1)	6
3420	County rankings of employment and average annual pay and percentage change for all covered workers in the 302 largest counties (Table 2)	6
	Union Membership	
3280	Text of press release, Union affiliations by selected characteristics, median weekly salary of full-time wage and salary workers, union affiliation by occupation and industry, (Tables 1-4) and technical note	7
	Average Annual Pay Technical Information	
3225	Average Annual Pay by Metropolitan Area technical note	3
3255	Average Annual Pay by State and industry technical note	1
	Job Openings and Labor Turnover	
3500	Text of press release and technical note	5
3510	Job openings rates by industry and census region (Table 1); Job openings levels by industry and census region (Table 2); Hires rates by industry and census region (Table 3); Hires levels by industry and census region (Table 4); and Total separations rates by industry and census region (Table 5)	5
3520	Total separations levels by industry and census region (Table 6); Quits rates by industry and census region (Table 7); Quits levels by industry and census region (Table 8); Layoffs and discharges rates by industry and census region (Table 9); Layoffs and discharges levels by industry and census region (Table 10); Other separations rates by industry and census region (Table 11); and Other separations levels by industry and census region	7
	International Comparisons in Manufacturing	
	International Comparisons of Hourly Compensation Costs for Production Workers in Manufacturing most current data	
3260	Text of press release	7
3270	Indexes of hourly compensation costs for prod. Workers in manufacturing, 29 countries or areas and selected economic groups; Hourly compensation costs and Annual percentage change in U.S. Dollars and national currency; Exchange Rates and Annual percentage change in Exchange Rates (U.S. dollars per national currency unit). Selected years 1975-current year. (Tables 1-7)	7

Code	Document	Pages
	International Comparisons of Manufacturing Productivity and Unit Labor Cost Trends most current data	
3310	Text of Press Release; Manufacturing productivity and labor costs in 13 countries or areas, Percent change, (Table A)	5
3315	Output per hour, compensation, unit labor costs, and related measures – Manufacturing, 14 countries or areas, (Table B); U.S. Manufacturing Unit Labor Costs relative to 12 competitors, (Table C)	7
	International Comparisons Technical Information	
3265	International Comparisons of Hourly Compensation Costs technical note	2
3320	International Comparisons of Manufacturing Productivity technical note	2
3325	International Comparisons of Manufacturing Productivity Appendix: Tables 1-7	7
3330	International Comparisons of Manufacturing Productivity Appendix: Tables 8-14	7
	Covered Employment and Wages – Most Current Data	
3610	Text of press release and technical note	5
3620	Covered establishments and employment by NAICS classification, wages (table 1)	4
	Occupational Employment and Wages	
3710	Text of Press Release and technical note	7
3720	Table 1. National employment and wage data from the Occupational Employment Statistics by occupation, 2000 (Table 1)	14
	Employment Projections	
	Employment Projections most current data	
	Employment Projections national press release	
3910	Text of press release	4
3915	Summary tables on projections--labor force by demographics, and employment by industry, occupation, and education and training (Tables 1, 2, and 3)	3
3920	Employment and total job openings, 2000-2010, by education or training category, and projected labor force (Tables 4 and 5)	1
	Employee Benefits Survey	
	EBS most current data	
	Employee Benefits in Private Industry national press release	
4010	Text of press release	5
4015	Percent of full-time employees participating in selected employee benefit programs, Percent of full-time employees offered other employee benefits. Percent of employees participating in selected employee benefit programs, various employment groups. (Tables 1, 2, and 3)	3
4020	For full-time employees in medium and large private establishments: Average paid holidays and days of paid vacation and paid sick leave; Percent of employees participating in employer-sponsored medical benefits by type of medical plan and requirement for employee contributions, and Availability of selected features; Average monthly employee contributions for single and family medical coverage (Tables 4, 5, 6, 7 and 8)	3
	EBS historical series	
4035	Benefit incidence, medium and large private establishments (Table 30 from <i>Employee Benefits in the US</i>)	2
4040	Benefit incidence, small private establishments and governments (Table 31 from <i>Employee Benefits in the US</i>)	2

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4045	Benefit incidence, United States (Table 32 from <i>Employee Benefits in the US</i>)	1
	EBS technical information	
4090	EBS explanatory note	2
	Employment Cost Trends	
	Employment Cost Index (ECI) most current data	
	Employment Cost Index national press release	
4110	Text of press release, changes in wages and salaries and benefits for private industry, and changes in compensation for State and local government by occupation and industry (Charts A-D)	4
4115	Total Compensation, Wages and Salaries, and Benefit Costs, seasonally adjusted and Total Compensation, not seasonally adjusted (Tables 1-4)	6
4120	Wages and Salaries, not seasonally adjusted (Tables 5-7)	4
4125	Benefits, not seasonally adjusted (Tables 8)	1
	Employer Costs for Employee Compensation most current data	
	Employer Costs for Employee Compensation national press release	
4130	Text of press release, employer costs for employee compensation by various categories, and relative importance of costs to total compensation (Charts A-C)	4
4135	Employer costs per hour worked for civilian workers, State and local government, And private industry by broad occupational and industry categories (Tables 1-6)	6
4140	Employer costs per hour worked for private industry by region and bargaining status, establishment employment size, full- and part-time status and occupational and industry categories (Tables 7-10)	4
4145	Employer costs per hour worked for private industry by goods-and service-producing industries, manufacturing and non-manufacturing industries, union and non-union workers, establishment employment size by occupation and industry group, special industries, and health services by occupational categories (Tables 11-16)	6
	Employment Cost Trends technical information	
4190	ECI explanatory note	2
4195	Employer Costs for Employee Compensation explanatory note	3
	Occupational Safety and Health Statistics	
	OSH most current data	
	National Census of Fatal Occupational Injuries national press release	
4210	Text of press release	5
4215	Manner in which fatally injured and percent distribution by occupation (Charts 1-2)	1
4220	Number and percent distribution of fatal occupational injuries by event, exposure, and employment by selected worker characteristics (Tables 1-2)	2
4225	Number and percent distribution of fatal occupational injuries and employment by occupation and industry (Tables 3-4); Fatal Occupational Injuries by State and Event or Exposure (Table 5); Participating State Agencies and telephone numbers (Table 6)	4
4230	Violence in the Workplace (Condensed article with tables)	5
	Workplace Injuries and Illnesses national press release	
4240	Text of press release	5
4245	Nonfatal occupational injury and illness incidence rates and number by industry division and selected case types (Tables 1-2)	6
4250	Number of nonfatal occupational injury and illness cases and incidence rates for Industries with more than 100,000 cases (Table 3-5)	2

Code	Document	Pages
4255	Historical numbers and incidence rates of nonfatal occupational injury and illness cases and incidence rates for industries and private industries with more than 100,000 cases (Table 6-7)	2
	Characteristics of Injuries and Illnesses Resulting in Absences from Work national press release	
4260	Text of press release	8
4265	Number of nonfatal occupational injuries and illnesses by occupation, worker Characteristics, and injury and illness characteristics, and incidence rates by worker Characteristics, for industry divisions (Tables 1-4)	5
4270	Percent distribution and incidence rates of nonfatal occupational injuries and illnesses by injury and illness characteristics for industry divisions (Tables 5 and 6)	4
4275	Percent distribution of nonfatal occupational injuries and illnesses by worker Characteristics, occupation, injury and illness characteristics, and industry division for number of days away from work (Tables 7-10)	5
	OSH technical information	
4280	CFOI technical notes from press release	2
4285	OSH explanatory note	3
4290	OSH technical notes from Case and Demo press release	2
	National Compensation Survey Program	
4390	Overview of NCS surveys	4
4395	Summary of Occupational Wages in the US, 1998	17
4410	Incidence of Stock Options in Private Industry in 1999	8
4415	Listing of published data available	5
	Productivity	
	Productivity and Costs most current data	
	Productivity and Costs national press release	
4510	Text of press release	7
4515	Productivity, hourly compensation, unit labor costs, and prices, seasonally adjusted, for business/nonfarm business sectors and nonfinancial corporations (Tables 1-3)	4
4520	Productivity, hourly compensation, and unit labor costs, seasonally adjusted, for manufacturing, durable and nondurable manufacturing sectors (Tables 4-6)	3
	Productivity technical information	
4590	Productivity and Costs technical note	1
4595	Productivity and Costs appendix tables comparing preliminary to revised data--available only when data is revised	3
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